



King County

**SENIOR FINANCIAL AUDITOR
METROPOLITAN KING COUNTY COUNCIL
KING COUNTY AUDITOR'S OFFICE
Annual Salary Range \$65,136 – \$81,346
Job Announcement: 05JL5046
OPEN: 3/21/05 CLOSING: 4/15/05**

WHO MAY APPLY: This position is open to County employees and the general public.

WHERE TO APPLY: Required forms and materials **must** be sent to: King County Auditor's Office; 516 – 3rd Ave., Rm. W-1033; Seattle, WA 98104. Application materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Please contact (206) 296-1655 for further inquiries. **PLEASE NOTE:** Applications not received at the location specified will not be processed.

FORMS AND MATERIALS REQUIRED: A [King County application form and data sheet](#), resume, writing sample and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: King County Courthouse; 516 – 3rd Avenue, Downtown Seattle, WA

WORK SCHEDULE: The workweek is normally 35 hours a week, Monday through Friday.

CONDITION OF EMPLOYMENT: This is an at-will position and is exempt from Career Service. Full benefits are available including Public Employees Retirement System, medical, dental, vision, free bus pass, and deferred compensation. King County prohibits smoking in the workplace. Acceptable proof of identity and authorization to work in the United States are required by federal immigration law.

JOB SUMMARY: The senior financial auditor conducts audits and other reviews designed to improve the financial accountability, performance, and efficiency of county government. The senior financial auditor may be either an audit team leader or an audit team member. As a team leader, the senior financial auditor scopes and plans audits and carries out audit fieldwork, analysis, report development, and presentation. As an audit team member, the senior financial auditor assists in the development of the audit plan for the team, conducts a specific phase or section of the audit, prepares findings and recommendations for the report, and contributes to report writing and presentation.

The senior financial auditor conducts financial audits of the county's financial and accounting systems, including reviewing internal controls, financial plans, and compliance with financial mandates and procedures. These financial audits do not duplicate the work of the Washington State Auditor's Office, which is the auditor of public accounts for local governments. The senior financial auditor may also participate in performance audits, a role which will typically involve analysis of financial and accounting matters.

MINIMUM QUALIFICATIONS:

-
- Bachelor's degree with relevant accounting, financial management analysis, and analytic training is required. A master's degree in business administration or public administration is highly desirable. CPA certificate or extensive experience in governmental accounting and financial management is required.
- Four years' progressively responsible work experience in governmental auditing, accounting, fiscal analysis, or related area is highly desired. The experience should include data collection, substantive qualitative and quantitative analysis, report writing, and presentations. Experience working with or in a legislative branch is desirable.
- Knowledge of generally accepted accounting principles, government auditing standards, and AICPA standards.
- Sound understanding of public or business administration, local government operations, government accounting, and financial auditing.
- Demonstrated effectiveness in project management including meeting study objectives within timelines and with limited supervision; and ability to participate in multiple assignments.
- Ability to analyze complex qualitative and quantitative information using statistical, financial, and related methodologies and software programs.
- Ability to work effectively within a collaborative and goal oriented office team environment.
- Ability to work effectively with policy makers and staff, audited agency management and staff, and interested groups while maintaining objectivity and credibility.
- Ability to communicate succinctly, orally and in writing on complex, potentially controversial projects.
- Ability to identify solutions and generate results that improve the accountability, performance, and efficiency of county government.

UNION MEMBERSHIP: None.